Take notice that there will be an Annual General Meeting of the Hepworth Parish Council on Thursday 3 May 2018 at 7:30pm at the Village Hall when the matters below will be considered:

Sue Yeomans, Clerk to the Council

Democratic 30 minutes: Residents are invited to give their views and question the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman before the start of the Parish Council Meeting. Members of the public may observe but not take part in the Parish Council Meeting itself.

**Agenda**

**1. Apologies for absence**

**2. Election of Chair and Vice-Chair**

To elect officers for the next year and to sign Declaration of Office

**3. Declarations of interest**

To receive Declarations of Interest in respect of items for consideration

**4. Appointment of other bodies**

Appointment of the Parish Council’s representatives to the following bodies

* The Trustees of Hepworth Charities
* The Hepworth Recreation Ground Committee
* Hepworth Parochial Church Council

**5. Minutes of the previous meetings**

To confirm as accurate and sign the minutes of the Annual General Meeting held on 18 May 2018 and the Parish Council Meeting 15th March 2018

6. **Public Participation**

7. **Matters arising from previous meetings**

Neighbourhood Watch Scheme

8. **Councillor Resignation**

Website maintenance. Bank signing arrangements

**9.** **Clerk’s/RFO Report**

To receive an update report from the Clerk

**10. Finance**

To agree payments to be made

To review and sign receipts and payment account for the year 2017/18

To review and approve Annual Governance Statement and Accounting Statement

To consider holding a Petty Cash Account

**11. Data Protection Compliance by 25th May 2018**

**12. Planning Applications**

To consider any planning application that arrives after the posting of this Agenda.

**13. Donations to voluntary organisations**

**14. Review and approve updated Asset List and Risk Assessment Documents**

**15. Review updated Standing Orders. Review Financial Standing Orders**

**16. Installation of new Litter Bins and organising Litter Picks**

**17. Reports from Cllr Spicer and Cllr Bull**

**18. Correspondence**

**19. Questions to the Chair**

**20. Date & time of next meeting**